

BOARD OF HEALTH
Room 318: Bangs Community Center
Minutes

January 7, 2010

BOH Members: David Ahlfeld, Maria Bulzacchelli, Nancy Gilbert, David Kaufman,
Sandy Sulsky

Staff: Julie Federman, Pamela Field-Sadler

Other: Diana Stein, Amherst Board of Selectmen Liaison, Town Manager Laurence Shaffer,
Kay Zlogar, Town Manager's Office

Meeting opened at 7:00 p.m.

I. Review & Receive

A. Meeting Minutes

1. Meeting Minutes from December 10, 2009 – **Approved with modification**

II. New Business

A. Health Department Direction

Town Manager Laurence Shaffer in attendance.

The Board of Health (BOH) shared their appreciation in being informed of the ongoing reorganization of the Health Department and offered their recommendations regarding services that should continue to be provided to the BOH and the residents of Amherst through the Health Department. The BOH also discussed the "Three Core Functions" and "Ten Essential Services" of public health. Under this model, the BOH performs the "Policy Development" functions, and the Health Department performs the "Assessment" and "Assurance" functions. The BOH relies on the Health Department to monitor the health of the Amherst community, bring issues to the attention of the BOH, and implement and enforce the regulations promulgated by the BOH. The BOH shared their commitment to open communication in supporting the Health Department to move forward during the reorganization. Mr. Shaffer shared his commitment to bringing needed resources to the Health Department. At this time, Ms. Zlogar will remain in the Health Department to take care of administration responsibilities, as well as facilitate the move of the Health Department to its new location downstairs. Ms. Federman will oversee health issues and community assessment, as well as take on the Public Health Nurse duties. Mr. Shaffer informed the BOH he is available to attend their meetings.

III. Old Business

A. Tobacco Regulations

1. Outdoor Spaces

The Board of Health (BOH) reviewed the current draft of the Environmental Tobacco Smoke (ETS) regulation with minor edits proposed by Town Counsel. The BOH will hold a Public Hearing to receive comment regarding the proposed amendments to the regulation. The Public Hearing will take place February 25, 2010 at 7:15 p.m. in the Glass Room at the Bangs Community Center. Ms. Federman and Ms. Zlogar will draft two letters. One letter will notify the Department of Public Works (DPW) and Leisure Services and Supplemental Education (LSSE) of the proposed regulation amendments, as well as to request a list of major registered event schedulers. The second letter will serve as notice to restaurants, coffee shops, bars, taverns and major registered event schedulers of the proposed amendments. The letters will be accompanied by a Public Hearing Notice, the draft regulation and a reminder regarding smoke migration regulations. The current ETS regulation and a draft of the same regulation with proposed amendments will be posted on the Town of Amherst web site. A Public Hearing Notice will be published in the *Daily Hampshire Gazette*.

2. Smoking Disclosure in Multi-Unit Residences

Chairman Ahlfeld provided a summary of the process undertaken in the development of the proposed *Town of Amherst Regulation Smoking Disclosure in Multi-Unit Rental Residences*. The discussion included these observations:

- Amherst would be the first town in Massachusetts to adopt this type of regulation.
- Subsidized housing is limited.
- Renters consider many factors, including smoking policies, when choosing housing.
- Will the proposed regulations realistically encourage landlords/property managers to increase non-smoking units?
- Signage citing the regulations and language “Per the Board of Health...” could be placed in multi-unit dwellings to relieve landlords/property managers of enforcement responsibility.

The Board of Health (BOH) agreed they have a concern to protect non-smokers living in multi-unit residences from second hand smoke exposure. The BOH will consult with Attorney Wilson regarding this item at their next meeting.

IV. Director’s Report

A. Incident Command Training

Massachusetts Department of Public Health (MDPH) requires all Board of Health (BOH) members to be trained at the minimum level of 100 of the Incident Command System (ICS). Ms. Federman provided information to access on-line training and information.

B. Conflict of Interest Law Requirements

Board of Health (BOH) members need to complete the mandatory State Ethics Commission's Conflict of Interest online training program. Two receipts need to be forwarded to the office of the Town Clerk: one acknowledges receipt of the Summary of the Conflict of Interest Law; the second confirms completion of the online training program.

C. Public Health Nurse Position

The Public Health Nurse position has been eliminated from the Health Department. Ms. Federman will take on the responsibilities of Public Health Nurse. Ms. Federman stated eliminating the Public Health Nurse position may not be a long term solution.

D. H1N1 Update

The Health Department is offering H1N1 vaccine by appointment on Friday mornings during January. Ms. Federman is also working to provide available vaccine to special populations.

V. Schedule Next Board of Health Meeting/Agenda Closing Date

A. The next Board of Health meeting will be February 25, 2010.

Meeting Adjourned: 9:00 p.m.

Pamela Field-Sadler, Management Assistant

APPROVED: 2/25/2010